

CONDITION FOR APPROVAL FORM
(TO ACCOMPANY LEGISLATION)

COMMITTEE: _____

DATE: 2/10/16

ORDINANCE # 10-0-0225 RESOLUTION # _____

REQUESTED BY: Shook

DIRECTED TO: HR / Administration

NATURE OF CONDITION FOR APPROVAL:

Incorporate appropriate grade levels in
language of legislation; strike

WHEN IS THIS INFORMATION DUE, AND TO WHOM?

WILL THIS RESULT IN AN AMENDMENT TO THE LEGISLATION?

YES () NO ()

WILL THIS RESULT IN A SUBSTITUTE TO THE LEGISLATION?

YES () NO ()

HAS THIS INFORMATION BEEN RECEIVED? YES () NO ()

DATE OF RECEIPT: _____

AMENDMENT FORM

COMMITTEE: FINANCE/EXECUTIVE

PAGE NUMBER(S): _____

COMMUNICATION I.D.#: _____

CAPTION: ☐ YES ☐ NO

ORDINANCE I.D.#: 10-0-0225

SECTION(S): ~~2~~ 1

RESOLUTION I.D.#: _____

PARAGRAPH(S): _____

AUTHORIZING SIGNATURE: _____

DATE: 2-10-10 2010

*Amend to substitute inclusion of ^{FE Chair} ~~FE Chair~~ on Committee
to inclusion of person selected by City Council*

Incorporate to restrict to positions above sg 27

Expires 1yr after adoption

**BY FINANCE/EXECUTIVE COMMITTEE
SUBSTITUTE**

**AN ORDINANCE TO RECONSTITUTE THE COMPENSATION
COMMITTEE AS SECTION 114-120 OF THE ATLANTA CITY
CODE OF ORDINANCES AND AMEND SECTION 114-125, NEW
APPOINTMENTS AND STARTING RATES OF THE CODE OF
ORDINANCES; AND FOR OTHER PURPOSES.**

WHEREAS, the City of Atlanta is committed to hiring, promoting and compensating employees solely on the basis of merit and conduct; and

WHEREAS, the City Council authorizes pay plans that are as competitive as practicable with equity between internal and external peers in like job families, and reflects the specific labor markets from which the jobs complete for top talent; and

WHEREAS, the Mayor, Council and heads of governing boards should have independent authority to pay their respective employees at any point of the range determined to be appropriate for the skill set and educational level presented;

WHEREAS, department heads should be able to compete in the market place, and to attract, hire and retain the most talented candidates; and

WHEREAS, the City's Civic Service system should be flexible, agile and responsive to the needs and challenges of a 21st century workforce; and

***WHEREAS**, Council respects the Mayor's and heads of governing boards' independent authority to pay their respective employees the appropriate salary based on skill set and educational level, oversight should remain in the form of a compensation committee.*

NOW, THEREFORE BE IT ORDAINED BY THE CITY OF ATLANTA, GEORGIA:

SECTION 1: That Section 114-120 which is currently reserved be amended as indicated below to read:

Sec. 114-120. Compensation Committee

There shall be an administrative board known as the compensation committee comprised of the chief operating officer, chief financial officer, commissioner of human resources, president of council (or designee) and chair of the finance/executive committee (or designee). The committee shall review and act on request for above entry hiring authorizations as provided for herein.

SECTION 2: That Section 114-125(b), new appointments and starting rates of the Code of Ordinances, which reads:

(b) Any exception to the foregoing shall be specifically provided for by ordinance, and shall be accompanied by a written explanation as to the reason and justification for the request.

Shall be deleted in its entirety and placed in lieu thereof the following:

(b) Any exception to the foregoing shall be requested by the appointing authority and approved as set forth below.

1. Starting salaries up to the midpoint of the assigned pay grade *may* be approved by the department head, provided that *prior budget* funding is allocated.
2. *Departmental starting salary requests above the midpoint of the assigned pay grade shall be submitted to the Commissioner of Human Resources for referral to the Compensation Committee for consideration as stipulated in Section 114-120 of the Atlanta City Code.*
3. The Mayor shall have authority to hire executive officers, department heads, deputies and equivalent up to the *midpoint of the assigned pay grade provided that prior budget funding is allocated.*
4. *Mayoral starting salary requests for executive officers, department heads, deputies and equivalent above the midpoint of the assigned pay grade shall be referred to the Compensation Committee for consideration as stipulated in Section 114-120 of the Atlanta City Code.*
5. The governing boards of the city including the city internal auditor, ethics officer and citizens' review board shall have the authority to hire up to the *midpoint of the assigned pay grade provided that prior budget funding is allocated.*
6. *Starting salary requests from governing boards of the city above the midpoint of the assigned pay grade shall be referred to the Commissioner of Human Resources for submission to the Compensation Committee for consideration as stipulated in Section 114-120 of the Atlanta City Code.*
7. *All starting salary requests from the midpoint and above the assigned pay grade must be accompanied by a written explanation giving justification for the request. Such explanation must accompany the request when submitted to the Commissioner of Human Resources and/or Compensation Committee for their approval.*
8. The president of city council and city council shall have the authority to hire their respective agency heads up to the maximum salary of the pay grade.

SECTION 2: That subsequent subsections shall be re-sequenced.

SECTION 3: That all ordinances and parts of ordinances in conflict herewith are hereby repealed.

Amendment to 10-O-0225

Amend Section 1 to add Section 6 that will read as follows:

Section 6. Starting salaries up to and above the midpoint of the assigned pay grade must be accompanied by a written explanation giving justification for the request. Such explanation must accompany the request when submitted to Human Resources for their approval.

AN ORDINANCE BY



10-0-0225

**AN ORDINANCE TO AMEND SECTION 114-125, NEW
APPOINTMENTS AND STARTING RATES OF THE CODE
OF ORDINANCES; AND FOR OTHER PURPOSES.**

WHEREAS, the City of Atlanta is committed to hiring, promoting and compensating employees solely on the basis of merit and conduct; and

WHEREAS, the City Council authorizes pay plans that are as competitive as practicable with equity between internal and external peers in like job families, and reflects the specific labor markets from which the jobs compete for top talent; and

WHEREAS, the Mayor, Council and heads of governing boards should have independent authority to pay their respective employees at any point of the range determined to be appropriate for the skill set and educational level presented;

WHEREAS, department heads should be able to compete in the market place, and to attract, hire and retain the most talented candidates; and

WHEREAS, the City's Civil Service system should be flexible, agile and responsive to the needs and challenges of a 21st century workforce.

NOW, THEREFOR BE IT ORDAINED BY THE CITY OF ATLANTA, GEORGIA:

SECTION 1: That Section 114-125(b), new appointments and starting rates, of the Code of Ordinances, which reads:

(b) Any exception to the foregoing shall be specifically provided for by ordinance, and shall be accompanied by a written explanation as to the reason and justification for the request.

Shall be deleted in its entirety and placed in lieu thereof the following:

(b) Any exception to the foregoing shall be requested by the appointing authority and approved as set forth below.

(c) Any exception to the foregoing shall be requested by the appointing authority and approved as set forth below.

1. Starting salaries up to the midpoint of the assigned pay grade shall be approved by the department head, provided that proper funding is allocated.
2. Starting salaries above the midpoint of the assigned pay grade shall require a recommendation from the commissioner of human resources and approval by the chief operating officer.
3. The Mayor shall have authority to hire executive officers, department heads, deputies and equivalent up to the maximum salary of the pay grade.
4. The president of city council and city council member shall have the authority to hire their respective agency heads up to the maximum salary of the pay grade.

5. The governing boards of the city including the city internal auditor, ethics officer and citizens' review board shall have the authority to hire up to the maximum salary of the pay grade.

SECTION 2: That subsequent subsections shall be re-sequenced.

SECTION 3: That all ordinances and parts of ordinances in conflict herewith are hereby repealed.

TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE _____
(For review & Distribution to Execution Management)

Commissioner's Signature: _____ Director's Signature: _____

From: Origination Dept. _____ Contact (name): _____

Committee(s) Purview: _____ Committee Deadline: _____

Committee Meeting Date(s): _____ City Council Meeting Date: _____

CAPTION:

AN ORDINANCE TO AMEND SECTION 114-125, NEW APPOINTMENTS AND STARTING RATES OF THE CODE OF ORDINANCES; AND FOR OTHER PURPOSES.

BACKGROUND/PURPOSE/DISCUSSION:

The success of the City largely depends upon the departments' abilities to acquire a skilled, agile and high-performing workforce that is ready and able to carry out tasks and duties and achieve the mission set forth by the Mayor. The amended code section allows department heads, the Mayor and City Council to set the salary of individual employees, while Council continues to establish the classification and pay plan, sets the workforce level, by department, and the salary budget line item. Salaries must be with the salary allocation for each department.

FINANCIAL IMPACT (If Any):

Personnel transactions must be within the allocated budget of each department.

Mayor's Staff Only

Received by Mayor's Office: _____ Reviewed by: _____
(date) (initials)

Submit to Council: _____
(date)

Action by Committee: _____ Approved _____ Adverse _____ Held _____ Amended
_____ Substitute _____ Referred _____ Other